

ISB'S BOARD OF TRUSTEE'S APPROVED OPEN MEETING MINUTES (UNEDITED VERSIONS) AND AGENDA PAPERS CAN BE READ BY COMMUNITY MEMBERS IN THE TWO LIBRARIES AND PTA CENTER

Highlights Board of Trustees Meeting Minutes November 20, 2008

The meeting was called to order at 7:05pm. The meeting was quorate.

1.0 Student Focus: Middle School Student Council (MS STUCO)

The students from MS STUCO executive introduced themselves and presented the work of STUCO this year.

2.0 Community Comments

There were no comments this month.

3.0 Approval of Minutes

3.1 Board Meeting October 23, 2008 (Open)

Mr. Quan motioned the Board to approve the minutes as presented. Ms. Ang seconded.

MOTION #1017 (Quan/Ang)
Carried

4.0 Board Chair's Report

Mr Briggs' report was noted, which was his last report as ISB Chair before he relocated to the US in December. He drew attention to the recent EARCOS conference where ISB administrators and trustees had presented the school's adoption of the principles of "Good to Great". This presentation and follow up workshops had been well received and attended.

4.1 Recognition of Board Member's Service

Mr. Tsai presented Mr. Briggs with an appreciation plaque to recognize his board service since 2007. Mr. Briggs presented Ms. Lipsitt with an appreciation plaque to recognize her board service since 2007 as she would also be relocating to the US in December.

5.0 Head of School's Report

Dr. Hawkins' monthly update report was noted.

5.1 Enrollment and staffing projections for SY 9/10

The Board Timetable required the Board to approve the enrollment and staffing elements of the SY 9/10 budget in November. Dr. Hawkins reported that projected enrollment would be maintained as this year, 1860. No increase in teachers would be required but he proposed an additional 2 support staff in the IT department to support the IT program.

5.2 Organizational Structure for SY 9/10

Dr. Hawkins reported that he did not propose any changes to the Administrative structure for SY 9/10.

5.3 Strategic Plan: Bi-annual Review

Mr. Hillman had provided a written progress report to trustees in their board packet and made a presentation at the meeting.

5.4 Mid-Year Head of School Feedback

Dr. Hawkins referred to the Mid-Year checkpoint report in trustees' board packets which was intended to assist them in providing feedback on his performance since May. He also provided each trustee with a copy of the draft Annual Report for SY 07/08

6.0 PTA Report

Ms. Taylor reported on recent PTA events and initiatives.

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7.0 Board Committee Reports

Mr. Quan motioned the Board to approve the consent agenda which comprised the committee reports, excluding agenda items 7.1.3, 7.1.4, 7.1.5, 7.1.6, 7.2.2 and 7.4.3. Ms. Fillinger seconded.

MOTION #1018 (Quan/Fillinger)

Carried

7.1 Resources Committee

7.1.1 The Chair's Report was noted as part of the consent agenda.

7.1.2 Annual Financial Year Audit Review was noted as part of the consent agenda.

7.1.3 Approve salaries and benefits and enrollment pieces of Operational Budget for 9/10

Ms. Price motioned the Board to approve the economic enrollment of 1860 for preparation of the operational budget for SY 09/10. Ms. Lipsitt seconded.

MOTION #1019 (Price/Lipsitt)

Carried

Ms. Price motioned the Board to approve the salary and benefits pieces, as presented, for preparation of the operational budget for SY 09/10. Ms. Lipsitt seconded.

MOTION #1020 (Price/Lipsitt)

Carried

7.1.4 Approve Hiring Strategy

Ms. Price motioned the Board to approve the hiring strategy, as presented in the executive session, for preparation of the operational budget for SY 09/10. Ms. Ang seconded.

MOTION #1021 (Price/Ang)

Carried

7.1.5 Preview Operational and Capital Budget

The Board noted the preview provided in the executive session.

7.1.6 Façade proposals

Mr. Quinn motioned the Board to proceed with phase 1, replacement of defective tiling as presented. Mr. Tsai seconded.

MOTION #1022 (Quinn/Tsai)

Carried

The board requested the Head of School to bring more proposals on phases 2-4, including scope and cost-to the Resources Committee in January.

7.2 Trustee Development Committee

7.2.1 The Chair's Report was noted as part of the consent agenda.

7.2.2 Head of School's mid-year performance feedback

Ms. Lipsitt reminded trustees to complete the mid-year feedback forms by December 4th.

7.3 Futures Committee

It was noted that the Futures Committee met November 13th and the Chair would make a report to the next meeting.

6.4 Election Committee

6.4.1 The Chair's report was noted as part of the consent agenda

6.4.2 Approval of electronic (E)-Voting Purpose and Objectives and implementation for 2009 election

The Board approved by consensus to adopting a dual voting system (paper and electronic) for the 2009 board of trustees' election.

6.4.3 E-Voting Pilot feedback

The Board noted the results of the recent e-voting pilot exercise.

8.0 New Business

None identified.

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9.0 Next Board Meeting

It was noted that the next meeting (for trustees only) would be held December 11th, 2008.
The next Open Board meeting would be held January 22nd, 2009.

10.0 Adjournment

The meeting was adjourned at 9:10p.m.